



*Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Transitional Assistance*

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**Online Guide Transmittal 2018-41
June 29, 2018**

To: Department of Transitional Assistance Staff
From:  Paul Sutliff, Assistant Commissioner for Programs and Field Operations
Re: Cross Programs: Verification Updates

Overview

Verifications are the use of documentary evidence, collateral contacts, external databases, or self-declaration to establish the accuracy of client statements. Whenever a client applies, is reevaluated, or notifies DTA of, a change s/he must provide the necessary proof to be eligible for benefits. These proofs are called verifications.

The Verification Checklist (VC-1), Pending Denial Notice, INT-1, and INT-2 are the Department generated documents that inform clients of the proofs needed to determine eligibility and benefit amount. Scheduled for production in July, 2018, several BEACON modifications and verification notice changes will be made. These changes will provide additional clarity for clients on how to provide proofs, and better identify some examples of verifications that they may provide.

Purpose

This Online Guide Transmittal advises staff of updates to all the verification related notices, (The VC-1, Pending Denial Notice, INT-1, and INT-2) as well as updates to the Online Guide Verification chart.

Revised Page

Topic: Cross Programs
Book: Verifications
Chapter: Verification Types
Page: Verification Chart

Questions

If you have any policy or procedural questions, after conferring with the appropriate TAO personnel, please have your Systems Information Specialists or TAO management email the DTA Mailbox. Systems issues should be directed to the Systems Support Help Desk.
